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2 **MINUTES OF THE COTTONWOOD HEIGHTS CITY**  
3 **ADMINISTRATIVE HEARING**

4  
5 **Wednesday, August 12, 2020**

6 **12:00 p.m.**

7 **Meeting Held Electronically**  
8

9 ***ATTENDANCE***

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11 **Present:** Mike Johnson, Community and Economic Development Director/Hearing Officer  
12 Andrew Hulka, Senior City Planner  
13 Heather Sundquist, Deputy City Recorder  
14 Sondra Thorell, Applicant  
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16 **1.0 BUSINESS ITEMS**

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18 CED Director/Hearing Officer, Mike Johnson called the meeting to order at 12:00 p.m.

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20 He read a statement regarding the remote meeting format.  
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22 **1.1 (Project CUP-20-014) Request from Sondra Thorell for a Conditional Use**  
23 **Permit to Operate a Skin Care Business with Clients (European Face and**  
24 **Body Renewal) at 7281 South 3080 East.**  
25

26 Senior City Planner, Andy Hulka presented the staff report and stated that the property is located  
27 at 7281 South 3080 East. The request is to use a portion of the garage space for a home skin care  
28 business with clients. The zoning designation of the property is R-1-8 (Single-Family Residential).  
29 The proposal would allow a portion of the existing garage to be used for a home business. The  
30 requirements of a home business in an accessory building state that the business must be secondary  
31 and incidental to the primary use. The applicant would use half of the garage space for business  
32 with the remainder used for the single-family dwelling.  
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34 The proposed hours are between 7:00 a.m. and 7:00 p.m., Monday through Saturday, by  
35 appointment only. There will be a maximum of six clients per day. Each appointment will last  
36 for one hour with 15 to 30 minutes in between for sterilization and sanitation. There are four off-  
37 street parking spaces available as well as parking on the circular driveway and in front of the  
38 garage. The proposed business will have no additional employees.  
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40 Staff recommended approval of the application, with the following conditions:

- 41
- 42 1. The applicant shall obtain and maintain an approved business license with  
43 Cottonwood Heights.  
44
  - 45 2. Customers must use provided off-street parking, as the business may not rely upon  
46 any on-street parking. Customers must be made aware of these parking restrictions.  
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3. Approval of this home occupation is subject to review upon complaint.
4. Signage must comply with all aspects of Cottonwood Heights City Code.
5. No more than one non-resident employee is permitted at this business.
6. The facility and its use shall comply with all applicable laws, rules and regulations, including those instituted by the state, county, county health department or the city to mitigate the impact of the COVID-19 pandemic.

Mr. Johnson discussed concerns from neighbors about traffic, health risks, and conditional use permits. With regard to conditional use permits, Mr. Hulka noted that all residential properties are subject to the same conditional use procedures. Conditions are imposed to address potential negative impacts. Mr. Johnson noted that the final condition in the staff report was drafted with the help of the City Attorney to address health concerns.

The applicant, Sondra Thorell, discussed the focus of her business. The main treatment would be endermologie, a type of mechanical massage from France. She reported that the endermologie machine is FDA approved, small in size, and will not generate excess noise. Each client will wear their own Personal Protective Equipment ("PPE") and any equipment touching the client will be sterilized in between appointments.

It was noted that public comments received prior to the meeting were reviewed by Mr. Johnson.

Julie Snow asked if the mechanical massage will require the applicant to come within six feet of her clients. She was concerned about the condition of the private lane and the lack of signage. Ms. Thorell stated that she will be closer than six feet to her clients but both she and the client will be wearing masks. Additionally, the machine will be cleaned after each session and fully sterilized at the end of each day.

Mr. Hulka noted that the proposed property is on a private lane. Disputes about private lane maintenance and care are not enforced by the City of Cottonwood Heights. Property records state that Ms. Thorell's property includes a non-exclusive 17-foot right-of-way, allowing ingress and egress access to and from Sundrift Circle to the property. With regard to signage, Mr. Hulka stated that it must comply with sign regulations in the City Code. It was noted that the project was approved pursuant to the conditions and findings outlined in the staff report.

## **2.0 CONSENT AGENDA**

### **2.1 Approval of Minutes for August 12, 2020.**

*(The Appeals Hearing Officer will approve the minutes of the August 12, 2020, meeting after the following process is met. The Recorder will prepare the minutes and email them to the hearing officer. The Hearing Officer will have five days to review the minutes and provide any changes to the recorder. If, after five days there are no changes, the minutes will stand approved. If there*

1 *are changes, the process will be followed until the changes are made and the hearing officer is in*  
2 *agreement, at which time the minutes shall be deemed approved.)*

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4 **4.0 ADJOURNMENT**

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6 The Administrative Hearing adjourned at approximately 12:25 p.m.

1 *I hereby certify that the foregoing represents a true, accurate and complete record of the*  
2 *Cottonwood Heights City Administrative Hearing held Wednesday, August 12, 2020.*  
3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

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9 Minutes Approved: September 9, 2020